

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Meeting on Wednesday, November 16, 2011 was called to order at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: **John Clark
Chris Colbert
William Gilbert
Kirk Martin
Bruce Miller
Scott Tracy**

Absent: **Patricia Griffin**

Staff: **Karen Ramsdell, Airport Director
Hazel Johns, Assistant Airport Director
Tracy Lincoln, Airport Operations Manager
Rebecca Fribley, Sr. Property Management Specialist
Mabel Shatavsky, Airport Commission Secretary**

PUBLIC COMMENT

1. No one wished to speak.

NOTICES

2. That on Thursday, November 10, 2011 at 5:30 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

ACTION: Presented.

MINUTES

3. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, October 19, 2011.

ACTION: Motion/Second for approval of the minutes by Commissioners Gilbert/Miller. Unanimous voice vote (Absent: Commissioner Griffin).

CONSENT CALENDAR

LEASE AGREEMENTS - New Tenants

4. SUBJECT: LEASE AGREEMENT – ATHENA CONTRACTORS, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Athena Contractors, Inc., a California Corporation, for 2,960 square feet of land at 6105-E Francis Botello Road, at the Santa Barbara Airport, effective November 1, 2011, for a monthly rental of \$490.

Approved the recommendation; Agreement No. 201171

5. SUBJECT; LEASE AGREEMENT – CHILSON TILE & STONE

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Chilson Tile & Stone, a Sole Proprietorship, for 264 square feet of Building 258 at 629-D Norman Firestone Road Road, at the Santa Barbara Airport, effective November 1, 2011, for a monthly rental of \$327.

Approved the recommendation; Agreement No. 201170

6. SUBJECT: OCTOBER 2011 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

ACTION: Motion/Second for approval of the consent calendar by Commissioners Colbert/Gilbert. Unanimous voice vote (Absent: Commissioner Griffin).

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

ACTION: Presented.

ADMINISTRATIVE REPORTS

7. SUBJECT: AIRLINE TERMINAL NAMING REQUESTS

RECOMMENDATION: That Commission receives a presentation regarding the policies and procedures set forth in the City of Santa Barbara Municipal Code Chapter 22.48 for the naming of City facilities and sets a date for a hearing to consider the necessity or desirability of naming the new airline terminal.

ACTION: Motion/Second to continue this item at the next Commission meeting with all Commissioners in attendance by Commissioners Miller/Tracy. Unanimous voice vote (Absent: Commissioner Griffin).

SUB COMMITTEE REPORT

8. SUBJECT: GROUND TRANSPORTATION SUB COMMITTEE

RECOMMENDATION: That Airport Commission receive an oral report on the Ground Transportation Sub Committee meeting held on Thursday, October 27, 2011.
– Tracy Lincoln, Airport Operations Manager; Commissioner Kirk Martin

ACTION: Presented.

DIRECTOR'S REPORT

9. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Air Service
 2. Communications Program
 3. Master Plan RFQ
 4. Property Management
 5. Airline Terminal Public Arts Program
 6. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project

ACTION: Presented.

ADJOURNMENT

7:44 p.m., on order of Chair Martin.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Commission Secretary